Furniture and Floor Covering Order Form

Show		Show Dates	27th – 29th March 2017	Return By
	British Society for Haematology Listening • Learning • Leading	Venue	Brighton Centre	24th February 2017

Hall/Stand No.		Company	
Contact Name		Invoice address	
		Post Code	
Telephone		Fax	
Email		Signature	
VAT No.		Company Reg No.	

To place your order online, please visit https://ordering.ges.com/000021934 or email your order form to congress2@ges.com

For our full brochure visit http://brochures.ges.com/exhibitorservices2016/

To order by phone:
T: +44 (0) 2476 380 180
F: +44 (0) 2476 380 221

CODE	QTY	DESCRIPTION	COLOUR	UNIT PRICE	TOTAL

SUB TOTAL £	
FLOOR COVERING (if applicable) £	
ACCIDENTAL DAMAGE (6% of total) £	
VAT £	
GRAND TOTAL £	

Accidental Damage, Loss or Destruction option is provided to cover 10 times the hire value of the items. If you wish us to provide this option please add 6% of the total, excluding VAT in the space provided.

A cancellation charge will be invoked in respect of cancelled order.

Whilst every effort is made to ensure an exact colour match we cannot be responsible for varied colour supplied due to the batch production.

If your business is registered in an EU country, you will be charged VAT in accordance with current EU Regulations unless you are able to provide us with a current and valid VAT number.

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				TOTAL	

PREFERED LAYING DATE……../……../…… Please round up and state you measurement in metres.

Carpet is supplied on an outright sale and price includes the cost of laying only, however it must be removed (including the fixing tape) at the end of the exhibition by the client or agent. GES can offer a removal service for a small fee.

Please lay carpet:

To Raised Platform ☐ To Floor Flats ☐ Direct to Hall Floor ☐ To Plan Enclosed ☐ Removal Service 74p per m^2 ☐

N.B these instructions are for carpet laying only. Separate instructions should be given to your stand contractor if floor flats or a raised platform are required. If floor covering is to be laid in a non-rectangular shape, please supply an accurate drawing in the grid provided with full sizes listed or a full-scale plan. This will allow you to make savings by keeping waste to a minimum.

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